Effective March 2007

Technical Colleges: Please contact the Vice President for Academic Affairs, State Board for Technical and Comprehensive Education for instructions.

Senior Institutions: All <u>courses</u> may be directly entered into the SREB-EC. Although the Commission on Higher Education does need to approve full programs for the SREB-EC, it does not need to approve courses.

The SREB-EC institutional coordinator may enter the courses directly on SREB's Electronic Campus web site www.electroniccampus.org. Feel free to contact Mary Larson with the SREB-EC (mary.larson@sreb.org) if you have any questions or problems entering the courses.

Please notify Mary Larson (<u>mary.larson@sreb.org</u>) once the courses have been entered so that she can inform you of any problems or necessary changes that might need to be made to the format.

Thank you for your participation. Should you have any questions or if I can be of any assistance to you, please contact my assistant, JoAnn Gardner (<u>jgardner@che.sc.gov</u>).

Sincerely, R. Lynn Kelley, Ph.D./jg SREB-EC State Coordinator